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	FROM: NAME, ADD	PRESS AND PHONE NO.	DATE
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It has been firmly established that color motion picture film of satisfactory quality cannot be produced in the headquarters auditorium because of insufficient light levels.

This office has been requested to make recommendations as to how this problem can be resolved.

Engineers at the	
_	have been consulted; they advised
that a minimum of 400 ft.	candles of light should be available in order to use film
with the proper ASA ratin	g at 3200 degrees Kelvin temperature.

In order to accumulate this quantity of light, with the proper distribution pattern, it is recommended that the following be accomplished:

- Install six (6) ea., 1000 watt Molequartz Molepar lamps (see attached specifications) on either side of the auditorium at locations indicated on attached exhibit (A) and (B). These lamps could be esthetically concealed in a suitable container which would remove the equipment, wires, etc. from view of the audience while delivering light in a pattern which would cover the entire stage width.
- Install an additional identical lamp at location indicated in exhibit (B) which would be permanently focused to throw light on the normal lecturn location, serving as a combination back-lite and head-lite
- c. Replace the existing six (6) spot-lites with a like number of Molepar quartz lamps (same specs)

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The unit cost of a Molequartz Molepar Type 2271 lamp assembly breaks down as follows:

19 units @ \$81.47 = \$1,547.93

There is no accurate method of estimating installation costs plus the cost of cables, switches, etc. and fabrication of the light enclosures

It is further recommended that the single overhead lamp and the multiple side lamps be wired into a separate circuit since their primary use is intended for motion picture lighting and would not be required for normal auditorium lighting.

The six spots would remain on the existing dimmer circuit.

If these recommendations are followed, good quality color motion picture production of activities taking place at practically any location on the stage will be assured.

Inquiries regarding this memorandum should be directed to	
1000 Glebe.	

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